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IDACS OPERATORS COURSE INTRODUCTION

Why must I attend this class? Most individuals who do not operate the terminal on a regular basis ask this question. Let's explore just a few of the good reasons why.

The first good reason to train is to keep you informed about what is available and how to access it. Our system (IDACS/NCIC/NLETS) is becoming more and more complex with each new day. A little over twenty-five years ago, there was hardly a system and training was optional. Today, however, there are many functions available to the operator including: the various BMV files, the IDACS/NCIC Wanted Files, NCIC's III, message switching, Hit Confirmation, out-of-state and Canadian files, criminal history files, NICB (formerly NATB) files, and Hazardous Materials files.

The second reason an operator must be trained is IDACS/NCIC/NLETS rules and regulations. Each operator needs to know what is available, as well as what can and cannot be done with system data according to State and Federal Laws. Indiana Code, Indiana Administrative Code, and Federal Title 28 are quite specific about the misuse of data. Beyond misuse of system data violations, there are sanctions that can be imposed upon an agency for violations of rules and regulations.

The third reason for training is due to a large number of civil lawsuits that have been filed throughout the country concerning the lack of proper training for law enforcement personnel. There are case studies available in the pamphlet entitled "NCIC Areas of Liability." "Inadequate policy may result in a finding by a court that breach of a specific duty has occurred and the persons involved are liable for damages under the general principles of tort law."

In summary, even though an individual may not operate a terminal on a regular basis, the potential for misuse of the system and its data still exists. An operator must be aware of procedures, regulations, liabilities, and the proper way to utilize the system. IDACS Operators must be informed and to be informed, they must be trained.

Terms You Should Know

- **Administration Console Clients** – Provides the end-user functionality needed to maintain the application repository. It allows authorized users to update the repository database. A remote version exists that allows agency administrators to maintain database records for users and devices assigned to their own agencies. A central console version is available that provides global control over the entire system.
- **Applet** – A Java program designed to run only on a web page. When the web page is accessed, the browser downloads the applet from the server and runs it on the client machine. Applets are governed by a strict security protocol. For example, even though applets run on the client, they cannot read or write data onto the client's machine.
- **CHRI (Criminal History Record Information)**
Information collected by criminal justice agencies on individuals consisting of identifiable descriptions and notations of arrests, detentions, indictments, information's, or other formal criminal charges, and any disposition arising there from, including acquittal, sentencing, correctional supervision, and release.
- **IDACS (Indiana Data And Communications System)** Indianapolis, IN State Police Headquarters. Purpose is to provide Indiana agencies a more efficient tool to exchange information. User agencies must meet the definition for a criminal justice agency as defined by NCIC. Functions available include: Indiana's Wanted Files, BMV Files, abandoned vehicle file, general message switching, and connections with NCIC/NLETS.
- **Interstate Identification Index (III)**
Interstate Identification Index System or "Triple I (III) means the cooperative federal-state system for the exchange of criminal history records, and includes the National Identification Index (NII), the National Fingerprint File (NFF), and, to the extent of their participation in such system, the criminal history record repositories of the states and the FBI.
- **Java** – An object-oriented programming language created by Sun Microsystems, Inc. Java applications can run on any computer as an application, or be placed on a web page. Java applets have a built-in security feature that prevents them from accessing the file system of the client computer.
- **Law Enforcement Message Switch** – Provides end-users with access to state and national criminal justice databases such as NCIC or NLETS, and other end-users.

- **NDPIX - NATIONAL DRUG POINTER INDEX SYSTEM**
 The National Drug Pointer Index System (NDPIX) is a nationwide, multi jurisdictional automated information sharing system that emphasizes increased cooperation among Law Enforcement Agencies (LEAs). NDPIX provides automated response “Point of Contact” (POC) information on active cases to participating state, local and Federal LEAs. NDPIX is managed by DEA at the Department of Justice computer center in Rockville, Maryland, via a secure communication connection to the NLETS network and is available 24 hours per day (less end-of-day maintenance). Participants access NDPIX through NLETS. To participate in this program an LEA signs a Participation Agreement with DEA and, in return, DEA assigns NDPIX User Ids and Passwords.
- **NICB - National Insurance Crime Bureau**
 The National Insurance Crime Bureau (NICB), formerly NATB, is a crime prevention organization assisting law enforcement in the prevention, detection, and prosecution of the financial crimes of theft, fraud, and arson relating to personal property. Each office can be reached directly via NLETS. NICB resources include a staff of strategically located special agents available to assist law enforcement in matters related to theft, fraud, and arson. Special agents are highly qualified investigators and experts in identifying vehicles on which identifying numbers have been removed, changed, altered, or obliterated. NICB publishes manuals and software for assisting law enforcement in the investigation of the financial crimes of theft, fraud, and arson. VINASSIST is a personal computer based software package that assists VIN users in detecting and correcting VIN errors. Once a VIN has been corrected with VINASSIST, checking NICB’s assembly and shipping records can verify it for accuracy. VINASSIST is available free of charge for directing requests via NLETS to NICB’s Information Systems Division.
- **NCIC (National Crime Information Center)**, Clarksburg W.V., operated and managed by the FBI. Purpose is to provide centralized point for the storage and exchange of law enforcement and criminal justice information. Original available files were Wanted Persons and Stolen Property. Terminals located in each state control agencies and a few large metro agencies.
- **NLETS (National Law Enforcement Telecommunications System)**, Phoenix, AZ, managed by participating states & federal agencies. Purpose is to provide interstate message switching for all law enforcement/criminal justice agencies. Terminals located in each state control agency and several federal agencies.

- **Omnixx** – Stores all of the application programs and data needed by Omnixx Force, training clients, and the administration console. It also allows the Host (e.g. message switch) to retrieve information concerning user logons, certifications, devices, and is able to update a share of this information.
- **Omnixx™ Force** – Provides functionality for entering queries, updating state and NCIC databases, and exchanging messages with other end-users via the Host (e.g. message switch). It is a Java application that utilizes Java WebStart in conjunction with Internet Explorer or Netscape Navigator.
- **Omnixx™ Trainer** – Allows users to train, complete exercises, and take certification tests. It is a Java application that utilizes Java WebStart in conjunction with Internet Explorer or Netscape Navigator.
- **OCA - Agency Case Number**
Entering Agency's Case Number.
- **OAN – Owner Applied Number**
A unique serial number placed on a vehicle or article by the owner. This includes, inventory numbers, property numbers, serial number, and BMV assigned ID numbers.
- **ORI - Originating Agency Identifier.** Must be nine characters. The first two must be IN. The ninth character must be numeric or one of the following alphas: A, B, C, G, J, M, N, or Y. If the ninth character is alpha, the eighth character must be 1, 3, 5 or 7. This is your computer address.
- **Related Search Hit (RSH)** – If checked as “Y” for Yes, will return all entries made with the same ORI and OCA.
- **Return Restriction Data - Return Restriction (HIT)**
Defaults to 10. Must be between 1 and 999. This will be the maximum number Hits returned from the IDACS Hot files.
- **Test Indicator - Test Indicator**
If indicated Yes, the transaction will be sent to the NCIC test system. This test system is used by the IDACS/NCIC administrative staff. Defaults to NO and should not be changed unless directed by the IDACS staff.
- **Validation -** Validations obligate the originating agency to confirm the record is complete, accurate and is still outstanding or active. Validation is accomplished by reviewing the original entry and current supporting documents and recent contact with the complainant, victim, prosecutor, court etc.